

1 **Regular Meeting of the Legal Committee**
2 **Held at City Hall, Mike Mathews Conference Room**
3 **Thursday May 28, 2026**
4

5 Notice of this meeting was given to the public in compliance with NMSA 1978 §10-15-1
6 through 4 and Resolution 26-12.
7

8 **ROLL CALL**

9 The meeting convened at 2:00 p.m. with Vice Chair Arnold presiding, , Councilor
10 Heldenbrand, and Councilor Oropesa present. Councilor Moore attending via GoTo and
11 Chair Cavin was absent.
12

13 Staff present: Amalia Martinez, Angela Garcia, Omarr Mendoza, Omar Gonzalez, Jessica
14 Vickers, Michelle Sanchez, Mac Rogers, Clint Caldwell, Vicky Eaton, Shawna Van Dyke,
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16 Guests present: Julius Smith
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18 Public present via GoToMeeting: Eddie, Erik Harrigan, TJ Conyers, Chris Muirhead, 12
19 guests, 1 Unknown, Juliana, Rita Kane Doerhoefer, Somebody, VRV, Vanessa Sanchez,
20 Zachary Scott.
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22 **APPROVAL OF AGENDA**

23 Councilor Heldenbrand made a motion to approve the agenda as is. Councilor Oropesa
24 was the second. A voice vote was taken, and the motion passed unanimously, 4-0.
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27 **APPROVAL OF MINUTES**

28 Councilor Oropesa moved to approve the April 23, 2026, minutes as is. Councilor
29 Heldenbrand was the second, A voice vote was taken, and the motion passed
30 unanimously, 4-0.
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32 **NON-ACTION ITEMS**

- 33 1. Community Development Monthly Report
- 34 2. Legal Department Monthly Report
- 35 3. Human Resources Department Monthly Report
- 36 4. Clerks Monthly Report
- 37 5. Safety Department Monthly Report
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39 **DISCUSSION ITEMS**

40 Councilor Arnold discussed establishing a vacant property registration program to
41 support the City's emergency preparedness planning. She reported identifying several
42 federal grant opportunities, including some valued at approximately \$500,000 or
43 more. Councilor Arnold will provide her research to the Councilors for review.
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46 **REGULAR ITEMS**

- 1 8. **Consider recommending to City Council for ratification of the Procurement**
2 **Policy.** The item was presented by: Josh Nairn-Mahan.

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4 Councilor Heldenbrand made a motion to table the recommendation to City Council
5 regarding ratification of the Procurement Policy to allow additional time for all
6 Council members to review the document. Councilor Oropesa was the second. A
7 voice vote was taken, and the motion passed unanimously, 4-0.

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9 **FOR THE RECORD:** Councilor Cavin joined by phone at 2:22 p.m.

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11 **FOR THE RECORD:** Councilor Moore disconnected from the meeting at 2:45 p.m.

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13 9. **Consider recommending approval of Resolution 26-XX: A Resolution Amending**
14 **the Roswell Airport Advisory Commission.** The item was presented by: Josh Nairn-
15 Mahan.

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17 Councilor Heldenbrand made a motion to recommend approval of Resolution 26-XX: A
18 Resolution Amending the Roswell Airport Advisory Commission, with one
19 amendment to pg. 61, section 2 (a) (removing a comma after “and”, adding a period
20 after “assets” and removing the word “leases”). Councilor Oropesa was the second.
21 The motion passed, 4-0, by unanimous voice vote, with Councilor Moore
22 experiencing technical difficulties and unable to vote.

23 Councilor Heldenbrand made a motion to recommend approval of Resolution 26-XX:
24 A Resolution Amending the Roswell Airport Advisory Commission, as amended, to
25 the City Council, for placement on the Consent Agenda. Councilor Cavin was the
26 second.. The motion passed, 4-0, by unanimous voice vote, with Councilor Moore
27 experiencing technical difficulties and unable to vote.

- 28
29 10. **Consider recommending approval of Resolution 26-XX: the Keep Roswell**
30 **Beautiful Resolution.** The item was presented by: Josh Nairn-Mahan.

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32 Councilor Heldenbrand made a motion to table the recommendation for approval of
33 Resolution 26-XX: the Keep Roswell Beautiful Resolution. Councilor Oropesa was
34 the second. A voice vote was taken. The motion passed unanimously, 4-0, with
35 Councilor Moore experiencing technical difficulties and unable to vote.

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37 **FOR THE RECORD:** Councilor Moore reconnected to the meeting at 3:10 p.m.

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39 11. **Consider recommending approval of Resolution 26-XX: To authorize and**
40 **approval submission of a completed application to NMFA for financial**
41 **assistance.** The item was presented by: Mac Rogers.

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43 Councilor Oropesa made a motion to recommend approval of Resolution 26-XX: To
44 authorize and approve submission of a completed application to NMFA for financial
45 assistance, for placement on the Finance Committee agenda. Councilor Moore was
46 the second. A voice vote was taken. The motion passed unanimously, 5-0.

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12. **Consider recommending approval to advertise for a public hearing for Ordinance 26-XX authorizing the execution and delivery of a loan agreement with NMFA for improvement projects related to flood damage.** The item was presented by: Mac Rogers.

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Councilor Heldenbrand made a motion to recommend approval to advertise for a public hearing for Ordinance 26-XX authorizing the execution and delivery of a loan agreement with NMFA for improvement projects related to flood damage, for placement on Finance Committee agenda. Councilor Oropesa was the second. A voice vote was taken. The motion passed unanimously, 5-0.

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13. **Consider recommending approval of Resolution 26-XX: The redemption of Outstanding Joint Water and Sewer Improvement Revenue Bonds.** The item was presented by: Mac Rogers.

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Councilor Oropesa made a motion to recommend approval of Resolution 26-XX: The redemption of Outstanding Joint Water and Sewer Improvement Revenue Bonds, for placement on Finance Committee agenda. Councilor Heldenbrand was the second. A voice vote was taken. The motion passed unanimously, 5-0.

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14. **Consider recommending approval to advertise for a public hearing for Ordinance 26-XX: An Ordinance to refund the Series 2017 Joint Water and Sewer Improvement Bonds.** The item was presented by: Mac Rogers.

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Councilor Heldenbrand made a motion to recommend approval to advertise for a public hearing for Ordinance 26-XX: An Ordinance to refund the Series 2017 Joint Water and Sewer Improvement Bonds, for placement on the Finance Committee agenda. Councilor Oropesa was the second. A voice vote was taken. The motion passed unanimously, 5-0.

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FOR THE RECORD: Councilor Cavin disconnected from the meeting at 3:31 p.m.

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FOR THE RECORD: Councilor Cavin reconnected to the meeting at 3:33 p.m.

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15. **Consider recommending approval to advertise for a public hearing for Ordinance 26-XX: An Ordinance to amend fines and penalties throughout City of Roswell's Code of Ordinances.** The item was presented by: Josh Nairn-Mahan.

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Councilor Oropesa made a motion to forward the request to the Public Safety Committee, without recommendation. Councilor Heldenbrand seconded the motion. A voice vote was taken. The motion passed unanimously, 5-0.

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16. **Consider recommending approval to advertise for a public hearing for Ordinance 26-XX: An Ordinance authorizing the issuance of Industrial Revenue**

1 **bonds, and Execution Bond Purchase Agreement of Indenture, Lease, and**
2 **Sublease.** The item was presented by: Hessel Yntema.

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4 Councilor Oropesa made a motion to recommend approval to advertise for a public
5 hearing for Ordinance 26-XX: An Ordinance authorizing the issuance of Industrial
6 Revenue bonds, and Execution Bond Purchase Agreement of Indenture, Lease, and
7 Sublease, for placement on Full City Council agenda. Councilor Moore was the
8 second. A voice vote was taken. The motion passed 4-1, with Councilor Heldenbrand
9 voting in opposition..

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11 **17. Consider recommending approval to advertise for a public hearing for proposed**
12 **Ordinance 26-04: An Ordinance amending the City of Roswell's Purchasing**
13 **Procedures.** The item was presented by: Hessel Yntema.

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15 Councilor Moore made a motion to table the recommendation for approval to
16 advertise for a public hearing for Ordinance 26-04: An Ordinance amending the City
17 of Roswell's Purchasing Procedures. Councilor Oropesa was the second. A voice
18 vote was taken. The motion passed unanimously, 5-0.

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20 **FOR THE RECORD:** Councilor Cavin disconnected from the meeting at 4:48 p.m.

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22 **18. Consider recommending approval of Red Mountain Arsenal LLC to enter a 1-**
23 **year lease beginning June 1, 2026, and ending May 31, 2027, for building 60 at**
24 **the Roswell Air Center.** The item was presented by: Michelle Sanchez.

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26 Councilor Heldenbrand made a motion recommending approval of Red Mountain
27 Arsenal LLC to enter a 1-year lease beginning June 1, 2026, and ending May 31,
28 2027 for building 60, at the Roswell Air Center, for placement on the Consent
29 Agenda. Councilor Oropesa was the second. A voice vote was taken. The motion
30 passed unanimously, 4-0, with Councilor Cavin having left the meeting prior to the
31 vote.

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33 **19. Consider recommending approval to enter into a purchase and sale agreement**
34 **for 77.8 acres of irrigated farmland for the expansion of the wastewater**
35 **department.** The item was presented by: Omarr Mendoza.

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37 Councilor Oropesa made a motion recommending approval to enter into a purchase
38 and sale agreement for 77.8 acres of irrigated farmland for the expansion of the
39 wastewater department, for placement on the Finance Committee agenda. Councilor
40 Heldenbrand was the second. A voice vote was taken. The motion passed
41 unanimously, 4-0, with Councilor Cavin having left the meeting prior to the vote.

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45 **CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS**

46 NONE

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2 **PUBLIC PARTICIPATION**
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4 Julius Smith addressed the Legal Committee to discuss a request for a service agreement and
5 asked that time be scheduled for a meeting with him.
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7 **20. CLOSED SESSION:** Councilor Heldenbrand made a motion to enter a Closed Session pursuant
8 to NMSA 1978 § 10-15-1H (7), to discuss attorney-client privilege pertaining to threatened or
9 pending litigation in which the City of Roswell is or may become a participant. Councilor Oropesa
10 was the second. A voice vote was taken, and the motion passed unanimously, 4-0, with
11 Councilor Cavin having left the meeting prior to the vote.
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14 **FOR THE RECORD:** The Councilors entered Closed Session at 3:57 p.m.
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16 **FOR THE RECORD:** The GoTo recording ended as the Councilors entered closed
17 session.
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19 **FOR THE RECORD:** Vice Chair Arnold reconvened the meeting at 4:18 p.m. No votes
20 were taken, and no decisions were made during the closed session.
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22 **ADJOURN**

23 The meeting adjourned at 4:19 p.m.